

Smart Working Programme Office Accommodation Plan Programme Board – Update for Overview & Scrutiny Mar 14

Haringey Council

Background

In September 2013, Directors Group approved a report that set out the objectives of the Smart Working programme and agreed a proposed Office Accommodation Plan and the programme for accommodation moves. This Plan set out a proposed consolidation of standard office accommodation in River Park House and Alexandra House and the creation of new 'smart working' environments to achieve greater integration of services and more flexible ways of working.

Update

The rationalisation of the office accommodation under SMART working continues. A series of accommodation moves have taken place since September 2013 and the programme of moves remains on target to complete by end December 2014. The exact dates of a number of the phase 2 moves are currently under review to account and reflect for the recent organisational restructure.

The table below confirms the current status of the accommodation moves:

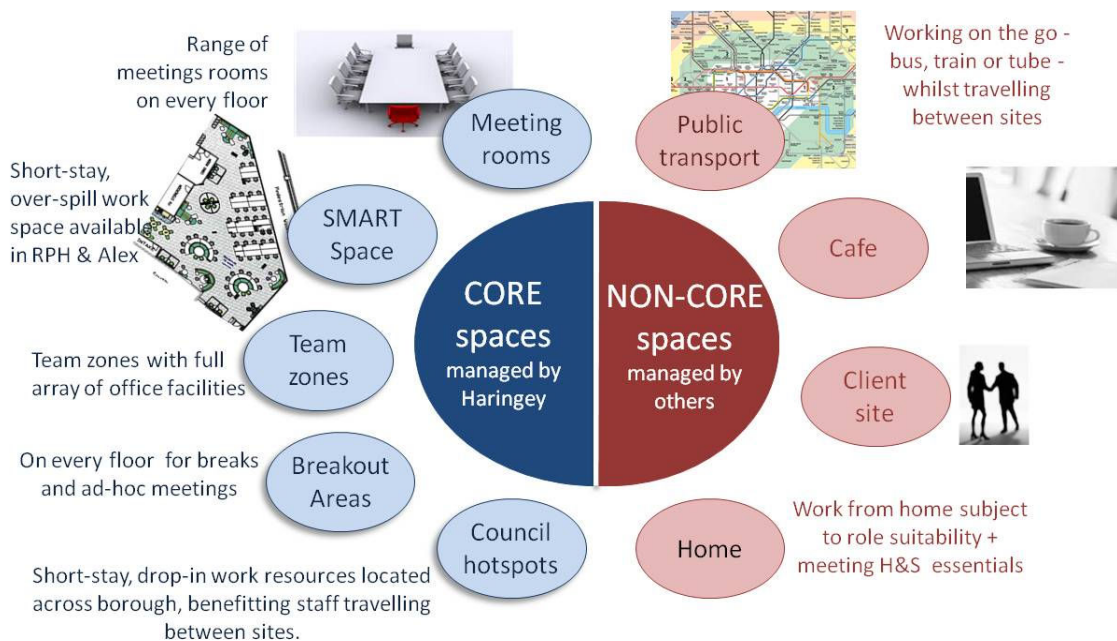
Team	From	To	Planned Move Date	Update 05.03.14
Phase 1 September – February				
CYPS -Directorate, 54k, Virtual Sch., Child. in Care	48 Station Rd + RPH Podium S	RPH 1	October 2013	Completed
CE, Directors, PAs & Del. Unit	RPH 8 & 5S	RPH 5	November	Completed
CYPS - Safeguarding & Support	48 Station Road	RPH 1	November	Completed
CYPS - Fostering & Placements	Cumberland Rd.	RPH 1	November	Completed
Finance Serviceso	Alex. House L6	48 Station Road	November	Completed
Finance Services (decant)	Alex. House L5	48 Station Road	November	Completed
Revs, Bens. & Customer Serv.	Alex House L6	Alex. House L3	November	Completed
Set up RPH overspill space	RPH Podium S	RPH Podium S	November	Completed
CYPS - QA & Safeguarding	48 Station Road	RPH 1	December	Completed
Legal Services consolidation	Alex. House L7	Alex. House L7	January	Completed
HR (decant)	Alex. House L4	Alex. House L5	January	Completed
Asset Management	Alex. House L1	Alex. House L6	January	Completed
Capital Projects and Property	Alex. House L1	Alex. House L6	January	Completed
Audit & Risk Management	Alex. House L1	Alex. House L7	January	Completed
HR	Alex. House L5	Alex. House L4	February	Completed
IT Services	RPH 3N&S	RPH 3N	March	Completed
Member Services consolidation	RPH 5S	RPH5S	March	Completed
RBCS	Alex. House L2	Alex. House L1	tba	*
Customer Serv. Transformation	RPH 3S	tba	tba	*

Team	From	To	Planned Move Date	Update 05.03.14
Phase 2 March – June				
Communications	RPH 8	RPH 3S	tba	*
Strategy & Bus. Intelligence	RPH 7	tba	tba	BU discontinued
Procurement	Alex. House L5	Tba	Tba	*
Place – Planning	RPH 6N	Tba	Tba	*
Place – Environmental Serv. & Comm. Safety	RPH 2N&S	Tba	Tba	*
Place – Tottenham Team	RPH 6S	Tba	Tba	*
Place – Strategy & Regen./NLSA	RPH 6S	Tba	Tba	*
Place - OP&CS (RPH4)	RPH 2N&S	tba	tba	*
Phase 3 July - December				
Adult Services	Cumberland Rd.	RPH 6*	July/August	
Finance	48 Station Road	RPH 9*	September	On schedule
Housing Services	Apex House	RPH 7 and 4S*	September/October	On schedule
CYPS (PDC, Civic Centre, Cumberland Rd, 48 Station Rd)	Various	RPH 2*	November/December	On schedule

* These moves are under review as they are affected by the restructure, Customer Services Transformation, the Capital Works element and staff number changes.

In parallel with the accommodation moves, design options for the Smart Working capital projects are also under development to provide a Business Suite, SMART space and improve the linkages between Alexandra House and River Park House buildings at podium level. These capital works will be undertaken during the last phase of the accommodation moves.

The Smart Working programme also aims to support wider organisational change and a move towards becoming a more agile Council by providing new working environments. Smart Working involves changing the way we work; instead of personalised desk space everyone will be allocated a team zone and encouraged to work in the setting most appropriate to the task in hand. The diagram below illustrates some of those work settings that are being promoted and supported by the programme:



All teams are being encouraged to agree their own local approach to how it may adopt the change and introduce new ways of working. Workshops an e-learning course and materials have been made available on the intranet to support staff and managers in preparing for the changes.